Canadian Permanent Committee on Geographical Names

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Principles and Procedures

for geographical naming 1999

Canada

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PRINCIPLES AND PROCEDURES FOR GEOGRAPHICAL NAMING 1999

CANADIAN PERMANENT COMMITTEE ON GEOGRAPHICAL NAMES

Centre for Topographic Information
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PREFACE

Geographical names in both their spoken and written forms are important elements of culture and provide an essential reference system for transportation and communication. Definite, unambiguous designations for populated places and physical features are necessary for correct reference in resource development and planning. Standard forms of names are important elements of reliable maps and marine charts. The process of designating names for landscape and seascape phenomena permits the country, the provinces, and the territories to exercise their prerogatives in managing and protecting this aspect of their culture and heritage.

The need to establish a names authority for Canada was recognized in the late 1800s, when resource mapping beyond the frontiers of settlement and extensive immigration into Canada made it an urgent matter to regulate the country's geographical names and the standardizing of feature identification. To meet this need, the Geographic Board of Canada was set up by order in council in 1897. In 1948 the name was changed to the Canadian Board on Geographical Names, and this in turn was changed in 1961 to the Canadian Permanent Committee on Geographical Names (CPCGN). Soon after the establishment of the Geographic Board in 1897, the provinces and territories were invited to advise on the use and spelling of geographical names, although decisions were ultimately made in Ottawa. After 1961, the responsibility for naming was fully transferred to the provinces and to the Department of Indian and Northern Affairs on behalf of the two territories and Indian reserves. Since 1979 the authority for naming in Indian reserves, national parks, and military reserves has been jointly held by the appropriate federal department and the appropriate province. In 1984 the two territories took over the responsibility for names in their own jurisdictions. The CPCGN's mandate is today set out by Order in Council P.C. 1990-549 of 22 March 1990. As a unified body, the Committee's main roles are to stimulate the development and adoption of standard policies within Canada for the handling of names and terminology, and to encourage the development of international standards in cooperation with the United Nations and other national authorities responsible for naming policies and practices.

A primary task for a names authority is to set up rules and guidelines. On 15 June 1898, the Geographic Board approved a set of 13 rules of nomenclature. Changing attitudes and perceptions, in particular concerning translation, spelling, and name duplication, have led to periodic revisions and updates of the principles. In 1987, when the CPCGN last revised its principles and procedures, amendments were included regarding generic terminology, translation and treatment of names of Aboriginal origin. Since then the **Use of Personal Names** (Principle 5) has been re-annotated, notes accompanying various principles have been revised to reflect changes to linguistic practices, and appendices have been added, e.g., Manitoba's equivalent names (Appendix 4), and abbreviations for the names of provinces and territories (Appendix 5).

In recent years, the CPCGN has addressed a number of issues by appointing subcommittees and advisory committees. The present guidelines on the language treatment of names, as set out in Treasury Board Circular 1983-58 (Appendix 3), were evolved over a number of years by the Subcommittee on the National Policy for the Language Treatment of Geographical Names. Currently, the CPCGN is assisted by four active advisory committees designed to review toponymic matters relating to undersea features, to nomenclature and delineation, to toponymic policies and research practices, and to digital toponymic services. In 1979, the CPCGN set up an advisory committee to evolve guidelines for Canadian treatment of names of geographical features outside Canada. The guidelines were adopted in 1982. They are set out in Appendix 1.

The CPCGN is served by a Secretariat provided by the Centre for Topographic Information in the Earth Sciences Sector, Department of Natural Resources.

Rules and guidelines for geographical naming in Canada aim to address two fundamental requirements: 1) ensuring that the naming process reflects the multicultural heritage of Canada; 2) making certain that official publications, including maps, apply names consistently to geographical features in Canada. *Principles and Procedures for Geographical Naming in Canada 1999* should help attain these goals, and so ensure a sound toponymic heritage for future generations.

Canadian Permanent Committee on Geographical Names

Note: This document will be available in its digital version in the near future on the GeoNames web site at the the following URL: http://geonames.nrcan.gc.ca

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PRINCIPLE 1 NAMES GOVERNED BY STATUTORY AUTHORITY

The names of municipalities, territorial divisions, reserves, parks, and other legal entities as created by, or resulting from, legislation by the appropriate government shall be accepted.

Notes:

1. This principle requires adherence to the spelling and language form of names specifically legislated by federal, provincial, or territorial governments. Such handling of statutory names was confirmed by Treasury Board Circular No. 1983-58 (Appendix 3).

   a) The name **Newfoundland** is statutory, as is the French form **Terre-Neuve**. Its capital's name, **St. John's**, is also official, but the French form, **Saint-Jean**, is not authorized, even if it should occur incidentally, although incorrectly, in a statute.

   b) **Saint John** in New Brunswick is the statutory form of that name, with **Saint-Jean** having no official status.

   c) In Quebec, **Saint-Jean-sur-Richelieu**, is an official name; the incidental occurrence of **St. Johns** in an English statute does not accord to it any official status.

   d) The misspelling of any name used in descriptions within a statute (e.g., "Miln Point" for **Milne Point** (N.W.T.) or "Sainte-Clothilde" for **Sainte-Clotilde** (Que.) does not affect the official spelling.

2. So far, only five municipalities in Canada have different official forms in English and French: **Grand Falls** and **Grand-Sault**, and **Caissie Cape** and **Cap-des-Caissie** in New Brunswick; **West Nipissing** and **Nipissing Ouest**, **French River** and **Rivière des Français**, and **The Nation** and **La Nation**, in Ontario. All other municipalities have single authorized forms, e.g., **Trois-Rivières** (Que.), **Sept-Îles** (Que.), **The Pas** (Man.). Please consult the Secretariat's publication *Canada's Geographical Names Approved in English and French* for the growing list of dual names.

3. Federal and provincial government departments and agencies, with statutory authority to establish names of places or features, are encouraged to consult the respective names authority in the provinces and the territories when considering names for new municipalities, parks, game refuges, bird sanctuaries, and similar legal land divisions.

   a) In 1970 the Department of Municipal Affairs in New Brunswick proposed the establishment of the village of **Nackawick** at the mouth of Nackawic Stream. Although a post office with the name **Nackawick** had existed nearby from 1862 to 1915, the village officials were encouraged by the provincial names authority to accept **Nackawic**, the spelling approved for the watercourse in 1901.

PRINCIPLE 2 NAMES IN GENERAL PUBLIC USE

First priority shall be given to names with long-standing local usage by the general public. Unless there are good reasons to the contrary, this principle should prevail.

Notes:

1. In standardizing geographical names, precedence shall be given to the names used by local residents and to names with extensive usage on official maps and in government records.

    a) A name in Alberta with long standing public usage is **Castle Mountain**. After being renamed **Mount Eisenhower** by the Geographic Board of Canada in 1946, persistent public efforts ultimately persuaded the names authorities in 1979 to restore **Castle Mountain**, while assigning **Eisenhower Peak** to its most prominent point.

    b) In 1765, Samuel Holland named **Eglington Cove**, 10 kilometres west of Souris, P.E.I., for the 10th Earl of Eglinton. Although a school district by the name of **Eglington** was established in 1859, and an atlas of the province produced by J.H. Meacham and Company in 1880 showed **Eglington Cove**, the Geographic Board, in deference to the Earl's name, authorized **Eglinton Cove** in 1934. Field work in 1966 confirmed the preference for **Eglington Cove**, and this form was restored.

    c) In 1765, **Monckton Township**, N.B., was named for Robert Monckton (1726-1782), but the name was changed to **Moncton Parish** in 1786. **Moncton**, as a municipality, was incorporated in 1855. In 1930, the city council changed the spelling to **Monckton** to conform with the name of Robert Monckton. Immediate public outrage led to the restoration of the spelling **Moncton**.

    d) In Ontario, **Colpoy's Bay** was named for Sir Edward Colpoys, a 19th century British admiral. Although the apostrophe is not grammatically part of the original name, the Ontario Geographic Names Board endorsed the locally-preferred form in 1978.

2. Where long-established forms on maps and in records conflict with extensive, preferred local usage, the latter should prevail unless it is believed that confusion might occur, derogatory or pejorative forms might result, or for some other reason local names are not deemed satisfactory by the appropriate names authority.

    a) Field work in 1965 revealed that the Credit River in Ontario had three tributaries called **West Branch**. To avoid confusion, the three were officially called **Credit River (Georgetown Branch)**, **Credit River (Erin Branch)**, and **Credit River (Alton Branch)**. Subsequently, in 1977, the tributary at Georgetown became **Credit River West Branch**.

    b) During field investigation in the 1960s, **Kouchibouguacis River** in New Brunswick, was found to be known as **Rivière Saint-Louis** at its mouth and **Rivière Française** from its midpoint to its headwaters. These two names were endorsed in 1971, but in 1979 the historical name was restored because it was thought that the two names for essentially a single watercourse would be confusing to the public.

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PRINCIPLE 3 NAMES GIVEN BY OTHER AGENCIES

Names for facilities established by postal authorities, railway companies, and major public utilities shall be accepted, if they are in keeping with the other principles. Names established for land divisions by federal, provincial, and territorial departments shall also be accepted, if they conform to the other principles. Active encouragement should be given to such agencies to have open communication with the appropriate names authorities.

Notes:

1. A number of public and private institutions, such as Canada Post Corporation and the railway companies have reasons (e.g., local preference, duplication) for using names which vary from established local names. Their names shall be accepted by the appropriate names authorities for use on maps and for entry into official gazetteers and toponymic data bases.

   a) An example of a postal name that differs in spelling from the municipal name is **Verigin** in Saskatchewan, where the village name is **Veregin**. A railway name differing in spelling is **Shippigan** in New Brunswick, where the town and postal name is **Shippagan**.

   b) An example where variations of the same name are in use is in the town of **Saint-Bruno-de-Montarville** in Quebec; the railway name is **Bruno-Jonction**.

   c) There are many examples where names of facilities differ from the community name: e.g., the railway name **Snedden** in the community of **Blakeney** in Lanark County, Ont.; the postal name **Newport** in the community of **Brooklyn**, Hants County (N.S.); and the postal name **Belfast** in the community of **Eldon** (P.E.I.). Such differences are discouraged when new facilities are being established.

2. Public and private agencies are encouraged to consult the appropriate names authorities before assigning names to their facilities, such as post offices, railway stations, dams, reservoirs, roads, locks, canals and even buildings. In Quebec, other agencies are required by law to coordinate the naming of facilities with the Commission de toponymie du Québec. Some of the other provinces and territories actively advertise the existence of their geographic names authority, and invite consultation with the authority before names are promulgated by various agencies.

PRINCIPLE 4 NAMING AN ENTIRE FEATURE AND IDENTIFYING ITS EXTENT

A decision on a name proposal for a physical or cultural feature should specify the geographical limits of the feature to which the name applies. Future approval of different names with the same generic for a part of what is deemed to be the same feature should be avoided.

Notes:

1. The principle is designed to discourage several names with the same generic for different parts of the same feature. In the new naming of a creek, a mountain, or a similar feature, the entire feature to be given the name is to be clearly identified on the best map or chart available (Appendix 2).

    a) In 1848, Robert Campbell gave the name **Lewes River** to the headwater of the Yukon River, from Tagish Lake to the confluence with the Pelly River. Although **Lewes River** was accepted in 1898 by the Geographic Board of Canada, it was dropped in 1945, when the application of **Yukon River** was extended upriver to include this headwater.

2. It is not necessary to extend the application of the name of the stream to its uppermost headwater, if large lakes intervene, or if none of the headwaters is locally referred to by the same name.

    a) An example of two names for what may be deemed to be the same watercourse is **Petitcodiac River** in New Brunswick, which is known as **North River** upstream from the village of Petitcodiac.

3. Some perceived single geographical features may have two or more official names for different parts. Such names should be respected, and the extent of each part should be clearly identified on the best scale of map available in the records of the names authorities.

    a) In British Columbia, **Discovery Passage** and **Johnstone Strait** are essentially two names for different parts of the same channel between Vancouver Island and the mainland.

PRINCIPLE 5 USE OF PERSONAL NAMES

A personal name should not be given to a geographical feature unless such application is in the public interest. The person commemorated should have contributed significantly to the area where the feature is located; when such a name is applied, it should normally be given posthumously. The adoption of a personal name during the lifetime of the person concerned should only be made in exceptional circumstances. Ownership of land should not in itself be grounds for the application of the owner's name to a geographical feature. However, where names already in common local use are derived from the names of persons, either living or deceased, Principle 2 takes precedence.

Notes:

1. In the past, geographical features and populated places were often named after living persons. From the early days of settlement to the middle of this century it was common to bestow the names of benefactors, crews of vessels, members of expeditions, survey assistants, and family members left at home.

    a) Sometimes a feature that was given the name of a living person attained prominence, such as **Kirkland Lake** (Ont.) named in 1914 for a stenographer in the Mines Branch in Toronto.

    b) Occasionally, features were named while the individuals were still active in their careers. An example is **Mount Peters** in Alberta, named in 1928 for F.H. Peters, who was then Surveyor General of Canada, a position he continued to hold until 1948.

2. In recent years most of the provincial names boards and members of the CPCGN have been conservative in the use of commemorative personal names, insisting that persons be deceased for at least one year before their names are to be considered for features.

    a) On 2 November 1982, the Commission de toponymie du Québec named **Mont Thérèse-Casgrain**, located nine kilometres north of La Malbaie, in the Charlevoix region. It was named after the noted defender of social justice and women's rights who died the year before on 2 November 1981.

3. In the past, many geographical features were named for members of the Royal Family and international and national figures, many of whom had no connection with the feature that was named for them. At present, most jurisdictions discourage such commemorative names unless they are established in local use (Principle 2) or are derived from the names of persons with a strong association with the area.

PRINCIPLE 6 APPROVING NAMES FOR UNNAMED FEATURES

In approving names for previously unnamed features for which no local names are found to be in use, the following sources are recommended: descriptive names appropriate to the features; names of pioneers; names of persons who died during war service; names associated with historical events connected with the area; and names from Aboriginal languages formerly identified with the general area.

Notes:

1. Names authorities themselves rarely initiate naming. They do, however, investigate to determine if local names, especially those used by Aboriginal peoples, may be in use, prior to evaluating new proposals.

2. The names authorities welcome submissions from local authorities, climbing expeditions, surveying parties, resource development companies, and similar groups, who are encouraged to contact the appropriate names authority to determine if particular features unnamed on certain maps do already have official names.

    a) Names given because of a strong association with the general area include: **Larsen Sound** in the Arctic for Superintendent Henry Larsen, who commanded the RCMP patrol vessel, *St. Roch*, for several years; and **Mount Jimmy Simpson** in Alberta, for a noted guide in Banff and Jasper National Parks.

3. Proposed names with significance to specific groups only or names with no relevance to a particular area are usually not acceptable for approval.

    a) Names rejected include **Bad Food Mountain** and **Watermelon Mountain** because they were trite and had significance to only a small number of people.

4. The unofficial use of names in publications is no assurance they will be adopted by a names authority.

5. Pioneers and prominent community developers are often commemorated by geographical names.

    a) The name **Schwartz Lake** was given in 1986 in northern Saskatchewan in honour of Henry and Mary Schwartz, pioneers whose families settled in Saskatchewan in 1910.

6. Several thousand of Canada's war dead have been commemorated in the names of geographical features. Each provincial and territorial names authority has lists of World War II casualties from which they may choose suitable names.

    a) On 5 May 1949, a group of three lakes in northern Manitoba was named **Mynarski Lakes** in honour of PO Andrew Charles Mynarski, who was posthumously awarded the Victoria Cross. He died in France in 1944 after risking his own life in an attempt to save a comrade trapped in their burning Lancaster bomber.

7. When no names exist, dictionaries and lexicons of Aboriginal languages, and historical records of the area often provide appropriate names.

    a) In 1971 a reservoir was created at the mouth of the Avon River in Nova Scotia. **Pesaquid Lake** was approved for the feature. The name was derived from the Micmac name for the site of Windsor, which is adjacent to it.

    b) When Mactaquac Lake was created in the 1960s behind a dam in the Saint John River valley, upriver from Fredericton, N.B., numerous new geographical features resulted. The name **Scoodawabscook Bend** was given to a prominent turn in the lake. "Scoodawabscook" is derived from the Maliseet name for nearby Longs Creek.

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PRINCIPLE 7 FORM AND CHARACTER OF NAMES

Geographical names should be recognizable words or acceptable combinations of words, and should be in good taste.

Notes:

1. Names that are composed from unnatural or incongruous combinations of words, including combinations of words of different languages and fusions of forename and surname elements are usually not accepted.

    a) An example of an unacceptable combination of words is **Gowythgas Mountain**, which was rejected for a feature in the Yukon in 1979.

2. Discriminatory or derogatory names (as applied to populated places and geographical features) are those perceived, at a given point in time, to be offensive, demeaning, or harmful to the reputation of individuals, or to social, ethnic, religious, or other groups. It is recognized that the perception of "discriminatory" or "derogatory" may vary through time and from place to place. In response to requests from the public, the appropriate status of any names deemed to be discriminatory or derogatory will be investigated.

    a) An example was the change in 1966 of **Nigger Island** near Belleville, Ontario, to **Mekatewis Island**; and in 1997 in Alberta, **Chinamans Peak** was rescinded, to be replaced a year later by **Ha Ling Peak**.

3) At one time names that were deemed cumbersome and unpronounceable were shortened or rejected. In recent years, the names boards have been more open to the approval of names with long specifics.

    a) Examples are **Pekwachnamaykoskwaskwaypinwanik Lake** in Manitoba and **Île Kuchistiniwamiskahikan** in Quebec.

4. Company or commercial product names are usually rejected to avoid publicizing a particular commercial or industrial firm.

    a) An example is **Irvco**, a name proposed in 1968 for a railway siding in New Brunswick. It was rejected because it would have drawn attention to the Irving Oil Company.

PRINCIPLE 8 LANGUAGE FORMS AND TRANSLATION

A name should be adopted in a single language form, although other forms may be accepted where in use and when sanctioned by the appropriate names authority. A name should, where possible, be written in the Roman alphabet. A name derived from languages other than English or French should be written according to the considered opinion of linguistic specialists and be acceptable to the appropriate names authorities and the language communities concerned. Names of selected geographical entities of "pan-Canadian" significance, as established by Treasury Board in 1983, are recognized in both English and French for use on federal maps and in federal texts.

Notes:

1. Names of Inuit and Amerindian origin are normally approved in Roman orthography, using the standard letters and diacritics available. In some names of Aboriginal origin in British Columbia, the apostrophe is used to indicate the glottal stop. Examples are **'Adade Yus Mountain** and **K'i Island**.

   However, in recent years, some geographical names have been approved using "hard-to-construct" characters which necessitate special coding in the Canadian Geographical Names Data Base until international standards have been approved for such characters. For example, the "L" in **ɬutselk'e** (N.W.T.) is coded in the national data base as {1}; and the X̲ in **X̲ây Gûn** (Y.T.) is coded as {3}.

2. The specific element of a name derived from another Roman-alphabet language should follow the accepted Romanized form of such names, including the diacritics where appropriate.

   a) Examples of names with specifics from other languages are **Müller Ice Cap** (N.W.T.), **Canton Würtele** (Que.), and **Cañon Fiord** (N.W.T.).

3. Geographical names on federal maps should be only those approved by the CPCGN or listed in the schedule to Treasury Board Circular 1983-58 (Appendix 3).

   a) On a bilingual map both **St. Lawrence River** and **Fleuve Saint-Laurent**, and **Red River** and **Rivière Rouge** are used, because they are in the Treasury Board list of pan-Canadian names. Otherwise, only names as approved by the appropriate names authorities should be shown on official federal maps.

   b) In cases where two unilingual federal maps are produced, the French language map and the English language map will portray names like **Williston Lake** (B.C.), **Missouri Coteau** (Sask.), **Notre Dame Bay** (Nfld.), **Lac la Martre** (N.W.T.), **Rivière aux Marais** (Man.), **Lac Seul** (Ont.), **Rivière aux Outardes** (Que.), and **Gros Morne** (Nfld.).

   Manitoba recognizes that certain geographical features within the designated French Language Services Areas of the province have well-known names in both official languages. These "equivalent" names to the official names have been authorized for use in bilingual maps, signs, and other official documents. Therefore, on a federal bilingual map, for example, **Assiniboine River** and **Rivière Assiniboine** would be shown and in the case of separate English and French maps the name

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appropriate to the language of the map should be used (Appendix 4).

4. In geographical names in federal texts, generic terms may be translated. Some suggested equivalent terms in each of Canada's official languages are set out in the *Glossary of Generic Terms in Canada's Geographical Names*, produced jointly in 1987 by the CPCGN and the Translation Bureau. Subsequent additions to the list of generics have been published in *Canoma* and *Terminology Update*.

   a) In a narrative text, **Wilson Point** (Ont.) could become **pointe Wilson** in a French text, and **Étangs Morin** (N.B.) may be written as **Morin Ponds** in an English text.

5. In geographical names in federal texts, the specific element of a name and the name of a populated place should not be transiated unless otherwise authorized by the appropriate names authorities.

   a) **Crowsnest Pass** (Alta., B.C.) should become **col Crowsnest** in a French text, not **col du Nid de Corbeau**. **Rivière Grosses Coques** (N.B.) could become **Grosses Coques River** in an English text.

   b) As a rule, names of populated places should remain the same (i.e., untranslated) in both English and French texts. Examples from Digby County, (N.S.) are: **Church Point**, **Grosses Coques**, **Belliveaus Cove,** and **New France**.

   c) However, Manitoba and Ontario have authorized the translation of the specific element of some names, for example **Plum River** and **Rivière aux Prunes** (Man.), and **Thunder Beach** and **Baie-du-Tonnerre** (Ont.) in texts. For the current list of Manitoba "equivalent" names, see Appendix 4; for the list of Ontario's alternate and language equivalent names, please consult the publication *Bilingual Glossary of Ontario's Geographic Names*.

6. Geographical names of features may remain in their original language without translation of the generic. A descriptive term may be added to indicate the true nature of the feature.

   a) Examples of the retention of French generics in English text are **Lac Saint-Jean** (Que.) and **Îles de la Madeleine** (Que.) (with initial letters capitalized).

   b) Examples of English generics retained in a French text are **Hells Gate** (B.C.) and **Turtles Back** (Man.).

   c) In an English text, **La Razade d'en Haut**, an island in Quebec, could be accompanied by the word "island" which reveals the nature of the feature.

   d) In a French text, **Giant Steps**, a set of falls in Alberta, could be accompanied by the word "chutes", which explains the nature of the feature.

PRINCIPLE 9 SPELLING STANDARDS IN ENGLISH AND FRENCH

The spelling and accenting of names should agree with the rules of the language in which they are written. In English, hyphenation and the genitive apostrophe should be approved only when well established and in current usage.

Notes:

1. In names approved in English, all words should normally be spelled out, with initial letters of each word capitalized, except for articles and particles within names.

   a) **Frenchman River Wildlife Refuge** (Sask.) and **Solomons Temple Islands** (N.W.T.) are examples of names where all initial letters are capitalized.

   b) **Lake on the Mountain** (Ont.) and **Sons of the Clergy Islands** (N.W.T.) are examples where articles and particles within names are spelled with lower case initial letters.

2. In names approved in French, within a French text, the generic and any "linking" elements, are spelled with lower case initial letters. Only the specific elements will be capitalized. However, when the generic is preceded by a qualifier the letter is always capitalized, e.g., **rivière du Monument** (Que.) and **Petite rivière du Monument** (Que.) In English text, the first word of a French name is usually capitalized.

3. Multiple-word names of populated places with one or more French elements should be hyphenated, except if otherwise approved by the appropriate names authority. An article or a preposition at the beginning of a name is not hyphenated with the following word. Accents should be used on upper case letters in French.

   a) **Pointe-Sapin-Centre** (N.B.), **Durham-Sud** (Que.), and **Saint-Jean-Baptiste-de-l'Isle-Verte** (Que.) are examples of populated places with hyphens.

   b) Examples of names of populated places of French origin approved without hyphens are **Lac La Nonne** (Alta.), **Ste. Amélie** (Man.), and **Sault Ste. Marie** (Ont.).

   c) Examples of names with initial unhyphenated articles and prepositions are **La Coulée** (Man.) and **De Beaujeu** (Que.).

   d) Examples of names with accented upper-case letters are **Les Éboulements** (Que.) and **Île-à-la-Crosse** (Sask.).

4. In French, the generic and specific are not linked by hyphens. Examples are **Ruisseau Doré** (Que.) and **Monts Deloge** (Que.).

5. Hyphens are not used in multiple words of non-administrative French toponyms, except when they are already joined by hyphens as recognized expressions. Examples are **Ruisseau de la Pointe Horse** (Que.) but **Rivière Brûle-Neige** (Que.) and **Anse de Cap-Chat** (Que.).

6. In French, specific elements with two family names, or a given name plus a surname, or names with titles require hyphens. Examples are **Ruisseau Léopold-Caron** (Que.) and **Pointe Louis-XIV** (Que.).

7. Some geographical names including the forms Saint, Sainte, Saint-, Sainte-, St, Ste, St-, Ste-, St., Ste., St.-, Ste.- and their plural forms as shown in the *Gazetteer of Canada* series, are official forms and should not be modified in any way.

PRINCIPLE 10 UNIFORMITY IN THE SPELLING OF NAMES

Names of the same origin applying to various service facilities in a community should conform in spelling with the official name of the community. Names with the same specific for associated features should agree in form and spelling.

Notes:

1. In many instances, local consultation has achieved conformity between community names and names of various facilities.

   a) In the 1960s, the police village of **Monkland** in Eastern Ontario was called **Monklands** by the Canadian Pacific Railway and **Monckland Station** by the Post Office Department. A canvass of postal patrons in 1966 revealed a preference for **Monkland** and the CPR agreed to change to the same form of the name.

   b) In 1986, the municipality of **Saint-Tharcisius** in Quebec requested a change in the spelling of the name of the post office, **Saint-Tharsicius**, to agree with the municipality's name. The change was made in the spring of 1987.

2. Specifics of names of associated features derived from the same source should agree in their form and spelling.

   a) As a hypothetical example, if a watercourse has the name **Sandcherry Creek**, the forms **Sand Cherry Lake** and **Sand Cherries Cove** should be avoided for nearby features.

   b) In July 1974, the name **Wakwayow-kastic River** in Ontario was respelled **Wekweyaukastik River**. Later the name **Wakwayowkastic Rapids** was respelled **Wekweyaukastic Rapids** to conform.

PRINCIPLE 11 DUPLICATION

Where established names are duplicated or are similar in sound or spelling, and tend to cause confusion, local assistance will be obtained to achieve distinction among them. In giving new names, duplication to the extent that confusion may result in a local community should be avoided.

Notes:

1. During the first half of the 20th century there was considerable concern about duplicating the names of populated places in the same province, and of duplicating the names of physical features within the same general area. Large numbers of features with the names **Mud Lake**, **Trout Lake,** and **Long Lake** were renamed, often with no consultation with the local population.

    a) Several names of populated places in Quebec are duplicated but it is left to the Commission de toponymie and the various service agencies to devise their own ways of distinguishing one place from another.

    b) New Brunswick has two places called **Evangeline**; Prince Edward Island has two places called **Baltic**; Nova Scotia has four places called **Brooklyn**; and Newfoundland has several populated place names duplicated, including **Seal Cove** and **Little Harbour**.

    c) Duplication of names in western and northern Canada is less prevalent, perhaps because there has been a greater concern in naming in the past 100 years to avoid misdirecting mail and goods.

2. In recent years, the principle has been relaxed to allow duplication of names and physical and cultural features where no local confusion exists.

    a) Several common names for physical features have been restored. In 1936, the Geographic Board of Canada renamed **Big Gull Lake** in Frontenac County, Ont., calling it **Clarendon Lake** after the township in which it is partly located. In 1962, the name **Big Gull Lake** was restored, following a request by area residents and resort owners.

    b) Near Belleville, Ont., is a community called **Marysville**. Another community with the same name is 60 kilometres to the east on **Wolfe Island**. Wolfe Island was approved as the name of the unincorporated village until 1977, when the Ontario Geographic Names Board approved the use of **Marysville**, while retaining **Wolfe Island** as the postal name. Post office names are no longer shown on recent federal topographic maps.

PRINCIPLE 12 GENERIC TERMINOLOGY

A geographical name usually includes both a specific and a generic element. The generic term in a newly-approved geographical name should be appropriate to the nature of the feature. Its position in the name should be dictated by euphony and usage. The generic term will be recorded in English, in French, or in an Aboriginal language by the names authority concerned.

Notes:

1. Generic terms should indicate the type of feature being identified. If an area of permanent ice is really an "icefield" and not a "glacier", "icefield" should be approved as the generic element of the name. If a watercourse is smaller than named "rivers" nearby, the use of another term, such as "brook", "creek", or "stream" would be more appropriate (Appendix 2).

2. Normally, in French, the generic term precedes the specific, as in **Pointe au Père** (Que.), although with some adjectives, the generic may follow, as in **Le Grand Coteau** (Que.).

3. In English, the generic normally follows the specific. However, "lake", "mount", "cape", and "point" may either precede or follow. "Mount" generally precedes a personal name, as in **Mount Rundle** (Alta.) and **Mount Caubvick** (Nfld.).

4. For translation in texts, the appropriate generic should be used. Equivalent terms in each of Canada's official languages are set out in the 1987 *Glossary of Generic Terms in Canada's Geographical Names* (Canadian Permanent Committee on Geographical Names and the Translation Bureau, Department of Public Works and Government Services). This publication also provides definitions of generic terms and notes terminology which may have regional use in Canada. Subsequent additions to the list of generics were published in *Canoma* and in *Terminology Update*.

5. If long-established names include generic terms that do not conform to accepted definitions, the terms will be usually be retained by the names authorities, if they are commonly used and widely known.

6. Sometimes in the past, a name has been rendered bilingual by including both French and English generic terms. The use of more than one generic term with a name, in a text or on a map, should be avoided. Such pivotal forms as **Pointe Aux Cerises Point** or **Anse à Ferguson Cove** are not recommended.

7. Sometimes the specific includes a false generic, such as **Blue Rocks Island** (N.S.) and **Chenal de l'Île à Cochon** (Que.). These forms are quite acceptable, the generics in these cases being "island" and "chenal".

8. Occasionally a name of Aboriginal origin has, fused with the specific, a generic term that is similar in meaning to the French or English generic of the toponym. Examples are **Mississippi River** (Ont.), **Pekwawinneepi Creek** (Man.), and **Lac Matonipi** (Que.). Names such as these are quite acceptable.

9. More jurisdictions are approving generics in Aboriginal languages. Examples are **Vakak Nju** (lake) in the Yukon, **Suzanne Bung'hun** (lake) in British Columbia, and **Pakwatew Ministik** (island) in Alberta.

PRINCIPLE 13 USE OF QUALIFYING TERMINOLOGY

Qualifying words may be used to distinguish between two or more similar features with identical specific forms. Such words may be derived from other local names or features, or may be terms such as "upper", "new", "west branch", "nouveau", "petit", and "gros". Whenever possible, however, new names should be distinctive.

Notes:

1. In the Atlantic Provinces numerous places are distinguished by qualifying terms, such as **Lower Hainesville**, **Central Hainesville,** and **Upper Hainesville** in New Brunswick, and **Leading Tickles South** and **Leading Tickles West** in Newfoundland. Lakes and islands are often distinguished by qualifying terms, such as **Big Quill Lake** and **Little Quill Lake** in Saskatchewan, **Cornwallis Island** and **Little Cornwallis Island** in the Northwest Territories, and **Lac Marsoui** and **Petit lac Marsoui** in Quebec.

2. When a specific of a name occurs frequently, it is often useful to append an area name to the name in use.

    a) **White Lake** occurs frequently in Eastern Ontario. In 1948, one of them was renamed **Ashden Lake** because it was partly in Ashby Township and partly in Denbigh Township. As the created name was not locally accepted, it was renamed **Ashby White Lake** in 1968.

3. Sometimes when the same community has developed in two parts, distinctive names are needed.

    a) **Altona** (Man.) is a village two kilometres north of the original settlement, which is locally and officially called **Old Altona**.

PRINCIPLE 14 NAMES OF SMALL FEATURES

Except where local and historic usage dictates, the official approval of a name of a minor feature should be guided by the relative significance of the feature, the familiarity with the name, and the scale of mapping available.

Notes:

1. Where features are extremely small (e.g., a two-metre pillar on a mountain side), their names are not usually adopted for inclusion in gazetteers or for portrayal on maps. Such names, however, may be considered approved or unapproved, depending on the status given by toponymic authorities to these types of features, and are all recorded in the Canadian Geographical Names Data Base.

2. In Canada, the occurrence of features deemed too small to have their names officially recognized is rare. Such named features are in rugged mountainous terrain. Otherwise, names for virtually all features on more level terrain and in Canada's lakes, rivers, and other water bodies may be approved for official use. Small underwater features, especially those deemed to be a danger to safe navigation are usually given official names.

APPENDIX 1

GUIDELINES FOR NAMES OUTSIDE CANADA FOR OFFICIAL CANADIAN USE

In 1982, the Canadian Permanent Committee on Geographical Names approved the following guidlines for the treatment of names of countries, populated places, and political, cultural, and natural features outside Canada, for official use on Canadian maps and charts:

1. **Names of sovereign states**

   a) to be rendered in English and French forms as provided by Canada's Foreign Affairs and International Trade Department to the Secretariat of the Canadian Permanent Committee on Geographical Names.

2. **Populated places in countries outside Canada**

   a) to be rendered according to decisions in published gazetteers of the names authority in each state, as published in romanized form;

   b) if no national gazetteer exists, to be determined through consultation of recent atlases and maps produced by each state;

   c) if no recent national gazetteers, atlases, or maps are available, to be determined by the CPCGN Secretariat through consultation of other sources deemed to reflect forms acceptable to each national authority concerned;

   d) to have their traditional English and/or French exonyms indicated in brackets in text after the national form, or in smaller type in brackets on maps, as an option, if the names are deemed to be necessary to identify the places (e.g., **Canton** to accompany **Guangzhou**).

3. **Names of other features within sovereign states**

   a) to be rendered according to decisions in published gazetteers of the names authority in each state, as published in romanized form;

   b) if no national gazetteer exists, to be determined through consultation of recent atlases and maps produced by each state;

   c) if no recent national gazetteers, atlases, or maps are available, to be determined by the CPCGN Secretariat through consultation of other sources deemed to reflect forms acceptable to each national authority concerned.

4. **Names of features adjacent or common to two or more sovereign states**

   a) to be rendered in both English and French if the map or document is designed for both English and French audiences (e.g., **English Channel** and **La Manche**);

   b) to be rendered in English only if the map or document is designed for English readers only (e.g., **Red Sea** only);

   c) to be rendered in French only if the map or document is designed for French readers only (e.g., **Mer Rouge** only).

APPENDIX 2

GUIDELINES FOR THE APPLICATION OF MOUNTAIN NAMES

In 1985, the Canadian Permanent Committee on Geographical Names approved the following guidelines for the application of names of mountains and related physical features:

Except where local and historic usage dictates otherwise:

1. Persons presenting names for mountains and related physical features must delineate them on the most appropriate scale of map prior to formal submission.

2. The coordinates of the named features should be applied to the area within the highest contour. Where there are clusters of two or more highest contours, so that an individual high summit cannot be identified, the name should be applied to the highest contour enclosing them. Secondary features may be named separately providing the density of use and development of the area warrants such naming.

3. Names of minor features, such as walls, gendarmes, chimneys, pillars, etc., normally should not be officially adopted, although they will be recorded as unapproved names in the Canadian Geographical Names Data Base.

4. The generic should be appropriate to the shape of the feature, e.g., tower, spire, peak, dôme, chaînon, butte, etc.

5. In English, the generic "mount" usually precedes the specific when such a feature is named for a person.

6. Plural forms, such as "peaks", should be avoided, unless it is impractical to do so.

APPENDIX 3

OFFICIAL LANGUAGES AND GEOGRAPHICAL NAMES ON FEDERAL GOVERNMENT MAPS

Treasury Board Circular No. 1983-58
23 November 1983

Purpose

To set out guidelines on the use of the official languages in Canadian geographical names on federal government maps and charts.

Application

These guidelines apply to all departments and agencies in Part I of Schedule I of the **Public Service Relations Act**, as well as Crown Corporations listed in Schedules 'B' and 'C' of the **Financial Administration Act**.

Introduction

The guidelines flow from a number of major considerations. First, of course, are the provisions of the **Official Languages Act** and the **Canadian Charter of Rights and Freedoms**. Government policy must therefore ensure that members of both official language groups using federal maps and charts have their needs met in a consistent manner. The use of names on federal maps and charts is also an important element in creating a national image, one that portrays Canada as a country whose heritage is shared by members of both official language groups.

Names on federal maps ought generally to conform to the names found in legal documents, on highway signs, etc., that is, the names chosen by provincial authorities in their territories, and by federal authorities in areas under their jurisdiction. In addition, the names of cities, towns, and municipalities that have been incorporated provincially have a legal status which should be recognized. The federal policy approach must finally take into account the requirements for effective and cost-efficient presentation of information on maps.

Present naming practices in Canada recognize the official languages to some extent; however, current federal maps do not consistently show both the English and French names of major Canadian geographical entities. Guidelines on official languages and geographical names which achieve this goal and meet the requirements discussed above have been developed following consultation with the Canadian Permanent Committee on Geographical Names, composed of representatives from the ten provinces, the two territories, and the major federal institutions concerned, including the Translation Bureau.

For the purposes of these guidelines, geographical entities of pan-Canadian significance with well-known forms in both official languages have been listed, including the largest entities in and around Canada, as well as those with national historical significance. These names are considered part of the Canadian national heritage.

The guidelines refer only to federal government maps and charts. Regarding the related question of the use of geographical names in prose texts, it is to be noted that inquiries concerning the treatment of such names in texts in the other official language should continue to be addressed to the Translation Bureau's Terminological Information Service (819-997-4363).

Guidelines

1. These guidelines come into force immediately for new maps; for maps now in print or being printed, they are to be implemented when other revisions are required.

2. Names of geographical entities of pan-Canadian significance having well-known

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forms in both official languages have been established by the President of the Treasury Board on the recommendation of the Canadian Permanent Committee on Geographical Names, and are listed in the appended Schedule. They are to appear in both their forms on a bilingual map, or, in the case of separate English and French versions of a map, in the form appropriate to the language of the map.

3. All other geographical names including the names of cities, towns, and municipalities which have been incorporated provincially, are to appear on federal government maps in the forms adopted by the provincial or federal authorities in whose jurisdiction the entities lie; as far as federal institutions are concerned, such names are authorized for official use by the Canadian Permanent Committee on Geographical Names.

4. Existing official language policies regarding published materials continue to apply (see **Administrative Policy Manual**, Chapter 335 and **Official Languages Circular 1982-58**). Consequently, among other requirements, maps are to be available in both official languages if they are for use by members of both official language groups; for bilingual maps, all information contained in titles, legends, explanatory notes, and descriptive labels is to be displayed in both official languages; the quality of the content and of the format is to be the same in both versions.

Inquiries

Inquiries concerning geographical names in these guidelines may be directed to:

Secretariat
Canadian Permanent Committe on Geographical Names
Natural Resources Canada
615 Booth Street, Room 634
Ottawa ON
K1A 0E9
Telephone: 613-992-3892
E-mail: geonames@nrcan.gc.ca
Web site: http://geonames.NRCan.gc.ca

Inquiries concerning other aspects of these guidelines may be directed to:

Policy Division
Official Languages Branch
Treasury Board Secretariat

NAMES OF PAN-CANADIAN SIGNIFICANCE

Abitibi, Lake / Lac Abitibi
Anticosti Island / Île d'Anticosti
Appalachian Mountains / Les Appalaches
Arctic Ocean / Océan Arctique
Athabasca, Lake / Lac Athabasca
Athabasca River / Rivière Athabasca
Atlantic Ocean / Océan Atlantique

Baffin Bay / Baie de Baffin
Baffin Island / Île de Baffin
Beaufort Sea / Mer de Beaufort
Belle Isle, Strait of / Détroit de Belle Isle
British Columbia / Colombie-Britannique

Cabot Strait / Détroit de Cabot
Cape Breton Island / Île du Cap-Breton
Chaleur Bay / Baie des Chaleurs
Champlain, Lake / Lac Champlain
Churchill River (Man.) / Rivière Churchill (Man.)
Churchill River (Nfld.) / Fleuve Churchill (T.-N.)
Coast Mountains / Chaîne Côtière
Columbia River / Fleuve Columbia

Davis Strait / Détroit de Davis

Ellesmere Island / Île d'Ellesmere
Erie, Lake / Lac Érié

Fraser River / Fleuve Fraser
Fundy, Bay of / Baie de Fundy

Georgian Bay / Baie Georgienne
Great Bear Lake / Grand lac de l'Ours
Great Slave Lake / Grand lac des Esclaves

Hudson Bay / Baie d'Hudson
Hudson Strait / Détroit d'Hudson
Huron, Lake / Lac Huron

James Bay / Baie James

Labrador Sea / Mer du Labrador
Laurentian Mountains / Les Laurentides

Mackenzie River / Fleuve Mackenzie
Manitoba, Lake / Lac Manitoba
Michigan, Lake / Lac Michigan (not actually in Canada)

Nelson River / Fleuve Nelson
New Brunswick / Nouveau-Brunswick
Newfoundland / Terre-Neuve
Niagara Falls / Chutes Niagara
Nipigon, Lake / Lac Nipigon
Nipissing, Lake / Lac Nipissing
North Saskatchewan River / Rivière Saskatchewan Nord
Northumberland Strait / Détroit de Northumberland
Northwest Territories / Territoires du Nord-Ouest
Nova Scotia / Nouvelle-Écosse

Ontario, Lake / Lac Ontario
Ottawa River / Rivière des Outaouais

Pacific Ocean / Océan Pacifique
Peace River / Rivière de la Paix
Prince Edward Island / Île-du-Prince-Édouard

Quebec / Québec (province)
Queen Charlotte Islands / Îles de la Reine-Charlotte
Queen Elizabeth Islands / Îles de la Reine-Élisabeth

Rainy Lake / Lac à la Pluie
Rainy River / Rivière à la Pluie
Red River / Rivière Rouge
Restigouche River / Rivière Ristigouche
Rocky Mountains / Montagnes Rocheuses

Sable Island / Île de Sable
Saguenay River / Rivière Saguenay
St. Clair, Lake / Lac Sainte-Claire
Saint John River / Rivière Saint-Jean
St. Lawrence, Gulf of / Golfe du Saint-Laurent
St. Lawrence River / Fleuve Saint-Laurent
Saskatchewan River / Rivière Saskatchewan
South Saskatchewan River / Rivière Saskatchewan Sud
Superior, Lake / Lac Supérieur

Timiskaming, Lake / Lac Témiscamingue

Ungava Bay / Baie d'Ungava

Vancouver Island / Île de Vancouver

Winnipeg, Lake / Lac Winnipeg
Winnipegosis, Lake / Lac Winnipegosis
Winnipeg River / Rivière Winnipeg
Woods, Lake of the / Lac des Bois

Yukon River / Fleuve Yukon
Yukon Territory / Territoire du Yukon

Note: With the creation of Nunavut on 1 April 1999, we recommend that the following pan-Canadian names no longer be used on federal maps and in federal texts:

Franklin, District of / District de Franklin
Keewatin, District of / District de Keewatin
Mackenzie, District of / District de Mackenzie

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APPENDIX 4

EQUIVALENT NAMES APPROVED FOR USE WITHIN THE FRENCH LANGUAGE SERVICES AREAS IN MANITOBA

Manitoba recognizes that certain geographical features within the designated French Language Services Areas of the province have well-known names in both official languages. These names, listed below as equivalent names to the official names, are authorized for use on bilingual maps, signs, and other official documents affecting the French Language Services Areas. In the case of separate English and French versions, the name appropriate to the language of the map, sign, or document should be used.

A "STATEMENT OF POLICY" was tabled in the Manitoba Legislature on 6 November 1989. The associated map showing the designated French Language Services Areas is included in the front pocket.

OFFICIAL NAME	EQUIVALENT NAME
Assiniboine River	Rivière Assiniboine
Assiniboine Trail	Chemin Assiniboine
Brokenhead River	Rivière Brokenhead
Cypress River	Rivière Cypress
Dawson Trail	Chemin Dawson
Fish Creek	Ruisseau Fish
Joubert Creek	Ruisseau Joubert
La Salle River	Rivière Sale
La Vérendrye Trail	Chemin La Vérendrye
Lord Selkirk Highway	Route Lord Selkirk
Manning Canal	Canal Manning
Marsh River	Rivière Marsh
Morris River	Rivière Morris
Pembina River	Rivière Pembina
Plum River	Rivière aux Prunes
Rat River	Rivière aux Rats
Red River Floodway	Canal de dérivation de la Rivière Rouge
Rivière aux Marais	Marais River
Seine River	Rivière Seine
Seine River Diversion	Canal de dérivation de la Rivière Seine

APPENDIX 5

ABBREVIATIONS AND SYMBOLS FOR THE NAMES OF THE PROVINCES AND TERRITORIES

When shortened forms of the names of the provinces and territories are required for general purpose use, the English and French abbreviations shown in the second and fourth columns are recommended. The two-letter symbol, used for example in addresses with postal codes, is listed in the centre column.

Province	Abbrev.	Symbol/ Symbole	Abrév.	Province/ Territoire
Alberta	Alta.	AB	Alb.	Alberta
British Columbia	B.C.	BC	C.-B.	Colombie-Britannique
Manitoba	Man.	MB	Man.	Manitoba
New Brunswick	N.B.	NB	N.-B.	Nouveau-Brunswick
Newfoundland	Nfld.	NF	T.-N.	Terre-Neuve
Northwest Territories	N.W.T.	NT	T.N.O.	Territoires du Nord-Ouest
Nova Scotia	N.S.	NS	N.-É.	Nouvelle-Écosse
Nunavut	--	NT	--	Nunavut
Ontario	Ont.	ON	Ont.	Ontario
Prince Edward Island	P.E.I.	PE	Î.-P.-É.	Île-du-Prince-Édouard
Quebec	Que.	QC	QC	Québec
Saskatchewan	Sask.	SK	Sask.	Saskatchewan
Yukon Territory	Y.T.	YT	Yn	Territoire du Yukon

Note: There is no official abbreviation or symbol for Nunavut at this time; usage will determine the abbreviation and for the purpose of postal processing, "NT", the code presently used for Northwest Territories will be also used for Nunavut until further notice.

GENERAL PROCEDURE 1

HOW TO PROPOSE A NEW NAME OR A NAME CHANGE

Except in unusual circumstances, neither the Committee nor the provincial/territorial names authorities themselves initiate naming. Most new names approved are received from the general public and from organizations.

Individuals or organizations comptemplating a publication including geographical names which are not yet official, should submit proposals well in advance of publication dates. The consideration of new names may require considerable time, particularly when local investigation is required. The publication of unauthorized names will not necessarily result in their official recognition.

New proposals should be for particular geographical features.

The following information will facilitate prompt decisions:

a) reason for proposal;
b) location by latitude and longitude, either geographic coordinates or Universal Transverse Mercator grid coordinates;
c) identification on a map indicating precise extent;
d) photographs or sketches;
e) origin and meaning of name proposed;
f) names, addresses, and telephone numbers of long-time residents of the area who can verify well-established local usage.

Reliable, preferably documented, information concerning corrections in the use, spelling, or application of toponyms on maps and charts and in other publications is welcomed.

GENERAL PROCEDURE 2

WHERE TO INQUIRE ABOUT POLICIES AND PRINCIPLES ON NAMING, AND ABOUT INFORMATION ON THE ORIGIN AND USE OF NAMES AND TERMINOLOGY

Please note that although each provincial and territorial names authority endorses the principles and procedures outlined in this booklet, some of these authorities have developed their own particular set of rules and guidelines.

General inquiries about the Committee and its policies and publications, including the *Gazetteer of Canada* series may be submitted to:

Geographical Names
615 Booth Street, Room 634
Ottawa ON
K1A 0E9
Telephone: 613-992-3892
Fax: 613-943-8282
E-mail: geonames@nrcan.gc.ca

For inquiries concerning names of specific features in the provinces and territories, suggestions for new names, corrections, and proposals for name changes, please consult the list of resources located in the front pocket of this publication.

Inquiries for information on undersea names, on the principles and procedures for undersea feature naming, and the *Gazetteer of Undersea Features Names (1987)* may be addressed to:

Secretary
Advisory Committee on Names for Undersea
and Maritime Features
Department of Fisheries and Oceans
615 Booth Street, Room 321
Ottawa ON
K1A 0E6
Telephone: 613-995-4906